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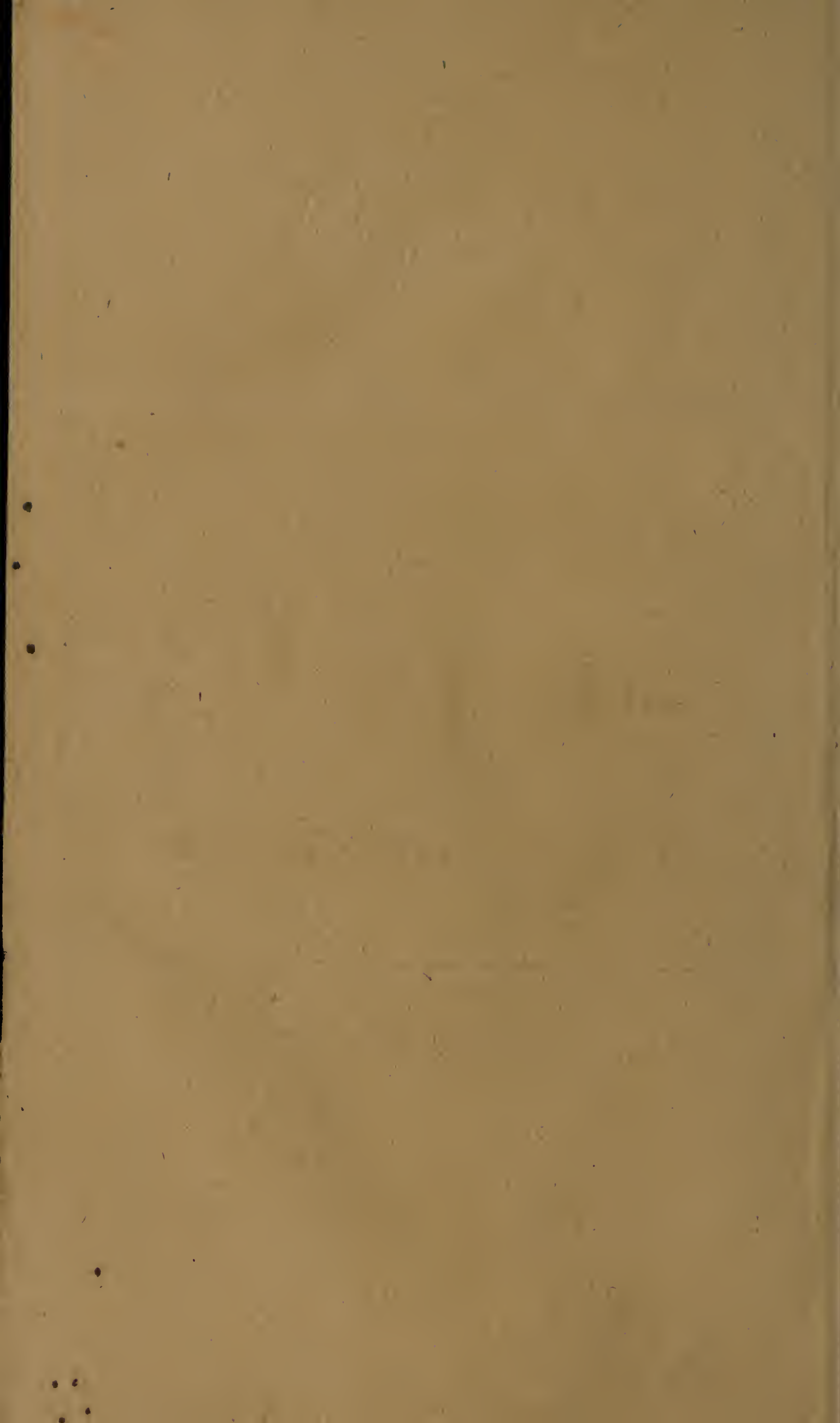
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AMERICAN ASSOCIATION

FOR

THE SUPPLY OF TEACHERS.

Office at No 11 South Third St.

PHILADELPHIA:

PRINTED BY WM. STAVELY.

1835.

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EXTRACT FROM THE
CONSTITUTION.

ARTICLE VI.

THE Secretary shall, under the direction of the Board or their Executive Committee, open books of registry and correspondence, in which shall be entered all applications for Teachers, and all applications from Teachers for Schools; and no Teacher's name shall be registered, unless accompanied with satisfactory testimonials of character and acquirement; the name or names of the persons so recommending to be recorded with that of the applicant.

AMERICAN ASSOCIATION
FOR
THE SUPPLY OF TEACHERS.

THIS Association, established in Philadelphia as a central point of communication with the rest of the Union, has its origin in the belief, that there are many Teachers, and persons qualified to teach, who are desirous of situations; and also that there are many schools and private families in want of worthy and qualified instructors. Our object is to make known these mutual wants to the parties interested, and to furnish an instrumentality by which difficulties incident to remoteness of situation and want of personal acquaintance may be overcome. Of the manner in which we propose to do this, we submit the following general outline.

1. By receiving and registering all applications for situations from all classes of Teachers.

2. By receiving and registering all applications for Teachers of every grade of learning, and every variety of instruction.

3. When we find the wishes of the applicants to correspond, by making this correspondence known to the parties, and by passing the Teacher to the school or private situation as soon as practicable.

4. If any Teachers shall be unable to defray their travelling expenses to the places of destination, by loaning, as far as possible, money to said Teachers for this object; said loans to be refunded as soon as the circumstances of the Teachers will permit.

To facilitate these important objects, we are prepared to receive applications, and to answer the same. In order that the correspondence may not become of needless extent, attention to the following suggestions is particularly requested.

Teachers applying for Schools or Private Situations,
Will in writing inform the Secretary of all the branches of knowledge they suppose themselves qualified to teach; whether they desire situations in common or high schools or academies, or as private instructors, and whether as Principals or assistant Teachers; they should state if they have any preference for any particular part of the United States as a location; and also their former occupation or employment; what amount of compensation will be satisfactory; and when, and for how long a period their services can be secured.

It is an indispensable requisite, that they forward testimonials of their moral character as well as of their literary qualifications; which testimonials should be from the best sources in their power, and if practicable, from individuals on whose recommendations entire reliance can be placed. When this, for any cause, shall be impracticable, so far as it respects literary qualifications, any person, applying to the Secretary as a candidate for a Teacher's situation, and with ample credentials as to his or her

moral character, may be examined by a committee appointed for this purpose; and, if qualified, may receive a certificate from said committee, testifying to such qualifications. Should any applicant, unknown to the Secretary, obtain a situation, he or she will, to avoid needless correspondence, inform the Secretary without delay. It is the desire of the Association promptly to forward the interests of every deserving and qualified applicant.

Applications for Teachers,

Will contain information respecting the sex and qualifications required; the probable amount of duty to be performed; the salary to be given; the time when the Teacher will be wanted, and the term for which he or she is desired to be engaged. It should be stated also whether the travelling expenses of the Teacher will be defrayed; and whether as a gratuity, or as payment in part in advance of his or her salary. Should such expenses by agreement be paid wholly or in part, the Secretary, if it will promote the convenience of the parties, will draw, as shall be specified, for the amount so advanced.

It is desirable, in order to furnish qualified individuals with the most definite information that can be procured, as to the situations which may be offered to them, that applications for Teachers, excepting from corporate institutions, should, as far as possible, be accompanied with references to persons residing in Philadelphia, or the neighbouring cities. This is especially requisite in cases where private Teachers are required.

The American Association for the supply of

Teachers, by establishing a general agency in Philadelphia for the above objects, will be able to pass to destitute situations in various parts of the Union, a large number of accredited Teachers, who, but for the instrumentality of such a society, may remain unemployed or employed in inelligible situations; and also to procure for many schools and private families suitable instructors, which otherwise might remain unsupplied. It is to be distinctly understood that, in all cases, the preference will be given to such applicants as shall produce the best certificates of moral character and literary qualifications. The examining committee will use the utmost caution in granting certificates, and manifest to all applicants the strictest impartiality.

The members of the Association solicit the free cooperation of their fellow citizens, of the Presidents and instructors in all our literary institutions, and of all persons interested in the objects of the Society.

Any person may become a member of the Association by paying two dollars annually, and a patron on paying ten dollars annually, and a member and patron for life, on paying at one time one hundred dollars. All moneys by subscriptions or donations will be faithfully applied to further the desirable objects above expressed.

All communications to the Association must be addressed in writing to

~~S. S. FITCH, M. D. SECRETARY,~~

~~No. 171 Walnut street, Philadelphia.~~

then
 To the Secy of the
 Ass. for Supp. of teachers
 Philadelphia

To prevent needless correspondence, the following form of application for situations as Teachers, &c., is given as a directory to be followed, as nearly as practicable. It is indispensable that the information should be definite as to the following points:

1. Place of education and present residence.
2. Age.
3. Whether married or single.
4. Whether the applicant has ever taught.
5. Branches capable of teaching.
6. Amount of salary expected.
7. What situation is desired, whether as Principal or Assistant, or private Teacher.
8. The location preferred.
9. Miscellaneous remarks.

Recommendations of moral character must always accompany the application, or it cannot be registered.

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ADDENDUM.

The design of this Association is to accomplish what has long been a desideratum in our community, viz: To make teachers acquainted with places suited to the exercise of their talents, and to facilitate the efforts of persons desirous of employing men of proper acquirements and character, by affording to both parties a ready medium of communication.

The Society has now been in operation nearly one year. The extent of its action and usefulness has been constantly increasing. During this time its correspondence and other daily business has been *gratuitously* attended to, by one of the members who acted as its Secretary.

The operations of the Association are, however, becoming so extensive, that it requires the unremitting attention and labour of a competent individual. This will necessarily increase its expenditures.

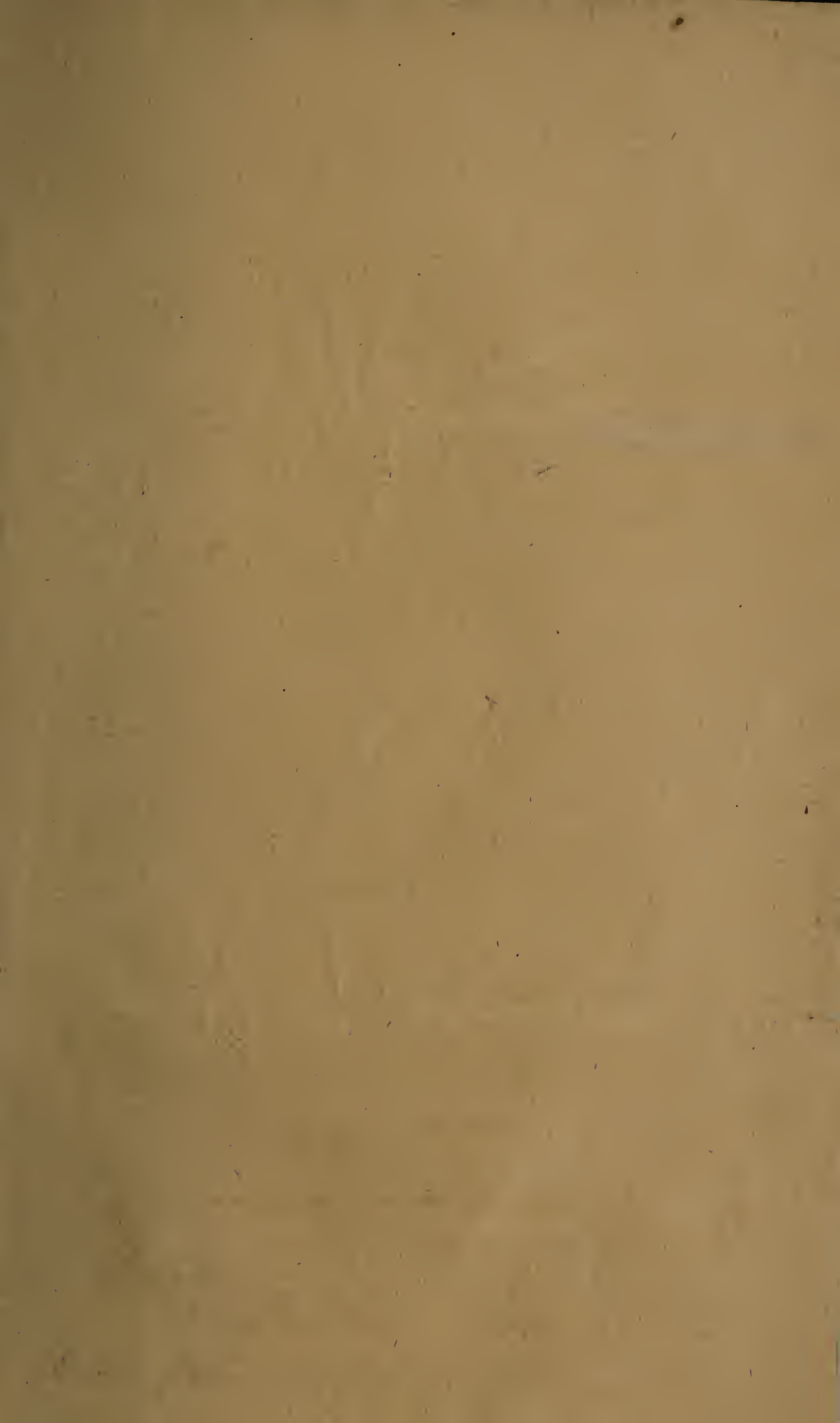
In order to aid in defraying the expenses of an institution so useful to teachers and the public, the managers have deemed it expedient that every teacher who is a successful applicant, should give to the society *two and a half* per cent. of his first year's salary, payable at the end of the first *six* months.

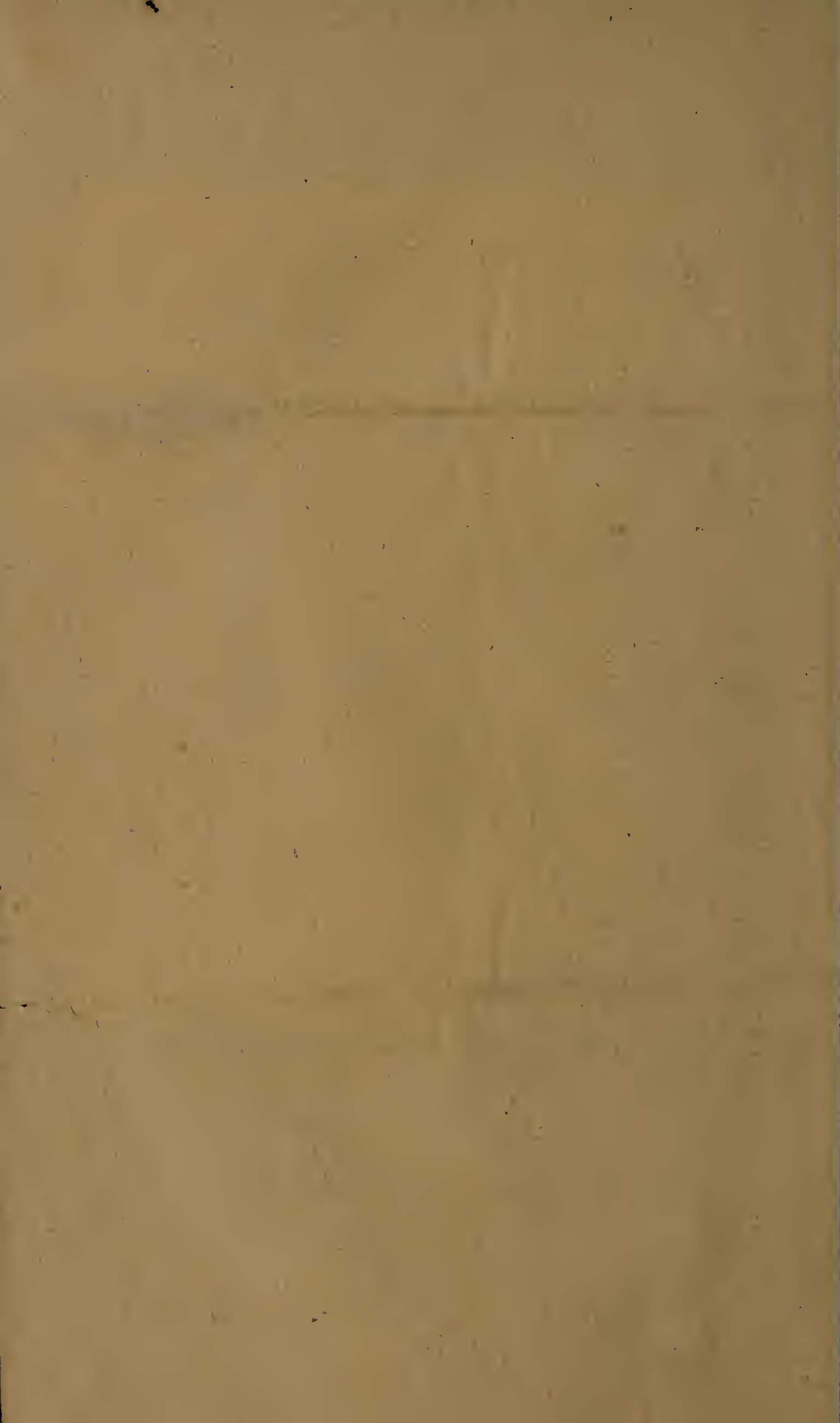
They would also recommend the objects of the Society to the favourable consideration of those who are supplied with instructors through its agency, and solicit from them such patronage as they may think proper to extend.

Should a surplus arise from contributions, &c., after defraying the necessary expenses, the same shall be exclusively appropriated, by loans or otherwise, in aid of such teachers as may need assistance in proceeding to their places of destination.

~~JOHN M. KEAGY, M. D. Secretary,~~
~~No. 14 North Ninth street.~~

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History and Constitution

OF THE

LADIES' SOCIETY FOR THE PROMOTION

OF

EDUCATION AT THE WEST.



